



TOWN OF HIGHLAND

Highland Municipal Building • 3333 Ridge Road

Highland, Indiana 46322

219-838-1080 • Fax 219-972-5097



Population 23,696

Incorporated in 1910

EMPLOYMENT OPPORTUNITY TOWN OF HIGHLAND FULL-TIME CODE ENFORCEMENT OFFICER

The Town of Highland Building Department is receiving applications with resumes for the vacant position of Full-Time Code Enforcement Officer.

This position includes, but is not limited to, the investigation of complaints, visual inspections, patrolling for code violations, the issuance of warning citations or letter notices and maintaining case records for case prosecution(s).

Qualifying applicants must be a high school graduate, possess a valid drivers license, be proficient in the use of computers, have strong written and verbal communications skills and be organized. Previous work experience in a similar capacity and being a Town resident is preferred but not necessary.

Applications with resumes will be received at the Highland Town Hall/Building & Inspections Department, 3333 Ridge Rd., Highland, In., 46322. Or, an application can be obtained by going to the Town's website, highland.in.gov and emailed to srae@highland.in.gov.

